



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

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Second District

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Third District

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Fifth District

June 17, 2011

To: Mayor Michael D. Antonovich  
Supervisor Gloria Molina  
Supervisor Mark Ridley-Thomas  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

From: William T Fujioka  
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name and title.

## DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR APRIL 2011 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This final report provides the status of the recruitment efforts conducted during April 2011 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA), and related fiscal controls to monitor the \$7.9 million allocated to fund the positions.

### **STAFF RECRUITMENT AND HIRING SUMMARY**

The Auditor-Controller (A-C), Department of Health Services–Juvenile Court Health Services (JCHS), and Department of Mental Health (DMH) have filled 111 of the 116 positions.

#### **Auditor-Controller**

The A-C has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by Probation as compliance ready, on October 26, 2010.

*"To Enrich Lives through Effective and Caring Service"*

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### Department of Health Services

DHS-JCHS has filled 20 of the total 23 positions. Of those hired, 16 are currently on the job and four are in various stages of the hiring process and will be on the job shortly. The statuses of the three vacant positions are as follows:

- One Supervising Clinic Nurse I: DHS-JCHS conducted interviews the week of May 23, 2011.
- Two Senior Physicians: The Senior Physician bulletin has been open since February 9, 2011; however, there are no candidates on the list to date. DHS-JCHS intends to expand the job bulletin in order to include other qualified classifications of physicians in the hopes that this will yield a wider pool of qualified and interested applicants. The bulletin with the expanded language is currently being worked on by both DHS-JCHS and DHS Human Resources staff.

Physician coverage at the camps has been augmented by using existing physicians from the halls, but further augmentation at the camps is needed to fulfill the DOJ settlement requirements. DHS-JCHS will continue to look for further opportunities to increase physician hours in the coming months.

### Department of Mental Health

DMH has filled 86 of the total 88 positions. Of those hired, 84 are already on the job and two are in the hiring process. The remaining two positions are in the interview process and should be selected within the next couple of weeks.

### **FISCAL CONTROLS**

In January 2011, the A-C established project codes for each department to use in the eCAPS financial and time collection systems. The project codes will help each department to monitor the personnel allocation and costs related to the DOJ MOA. The A-C is working with each department to resolve a few remaining project coding issues. In addition, the A-C, JCHS, and DMH have established Department Service Orders (DSO) with Probation Department (Probation) for the DOJ MOA related services and budget allocations. As the departments bill Probation for their services, the charges can also be tracked against the DSO.

Given that nearly all DOJ related positions have been filled and trained staff are now on the job, this will be the final monthly status report to your Board unless additional ongoing reports are requested. DMH and DHS-JCHS will continue their recruitment

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efforts to fill the few remaining vacant positions. The Chief Executive Office and A-C will also continue to work with the departments to monitor fiscal compliance.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:llm

Attachment

c: Executive Officer, Board of Supervisors  
Auditor-Controller  
County Counsel  
Health Services  
Mental Health  
Probation

Prob.D0J MOA.Item 53.Agenda 100510.bm.061711

**Department of Justice Memorandum of Agreement (Probation Camps)  
Summary of Staff Recruitment Efforts  
(as of May 19, 2011)**

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
<b>AUDITOR-CONTROLLER</b>				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
<b>Total A-C Positions</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>DEPARTMENT OF HEALTH SERVICES (as of 5/19/11)</b>				
Light Vehicle Driver	2			2
Intermediate Clerk	2			2
Intermediate Typist-Clerk	2			2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician	1			1
Registered Nurse II	5	3		8
Senior Physician			2	2
Supervising Clinic Nurse I	2		1	3
<b>Total DHS-JCHS Positions</b>	<b>16</b>	<b>4</b>	<b>3</b>	<b>23</b>
<b>DEPARTMENT OF MENTAL HEALTH (as of 5/16/11)</b>				
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	7		1	8
Mental Health Clinical Program Head	2			2
Mental Health Psychiatrist	3			3
Psychiatric Social Worker II	50			50
Secretary III	1		1	2
Sr Community Mental Health Psychologist	2	1		3
Supervising Psychiatric Social Worker	5			5
Substance Abuse Counselor		1		1
Training Coordinator, Mental Health	2			2
<b>Total DMH Positions</b>	<b>84</b>	<b>2</b>	<b>2</b>	<b>88</b>
<b>TOTAL BUDGETED POSITIONS</b>	<b>105</b>	<b>6</b>	<b>5</b>	<b>116</b>